

**Minutes of the Public Works Committee
October 14, 2010**

Chair David Swan called the meeting to order at 8:30 a.m.

Committee Members Present: County Board Supervisors David Swan (Chair), Peter Gundrum, Walter Kolb, Pamela Meyer, Kathy Chiaverotti, and Tom Schellinger.

Absent: Supervisor Pauline Jaske.

Also Present: Chief of Staff Mark Mader, Legislative Associate Karen Phillips, Architectural Services Director Dennis Cerreta, Buildings Operations Manager Mark Keckeisen, Public Works Director Allison Bussler, Engineering Services Manager Gary Evans, Business Manager Betsy Crosswaite, Budget Management Specialist Linda Witkowski, Airport Manager Keith Markano, Transit Director Robert Johnson and Deputy Transit Director Andrew Johnson of Waukesha Metro Transit, President Mike Pjevach and Vice President Tom Dieckelman of Wisconsin Coach Lines, Highway Operations Manager Peter Chladil, Fleet Manager Bob Rauchle, Senior Financial Analyst Vince Masterson, and Consultant Project Manager Charlie Webb of CH2M Hill.

Approve Minutes of September 16, 2010

MOTION: Kolb moved, second by Schellinger, to approve the minutes of September 16, 2010. Motion carried 5-0.

Correspondence

- Department of Public Works memo regarding the CTH Y and Woods Road Intersection
- Waukesha County Open Enrollment Notice

Chiaverotti arrived at 8:32 a.m.

Chair's Executive Committee Report of October 4, 2010

Swan reviewed the items covered at the October 4th meeting, including the following:

- Review of the Waukesha County Federated Library System, Community Development Block Grant, Non-departmental and UW-Extension 2011 budgets
- Review of four capital projects
- Adoption of the five-year capital plan.

Next Meeting date

- November 11, 2010

Resolution 165-R-004: Discontinue Transit Route 218 Between Brookfield Square And The New Berlin Industrial Park In The 2010 Budget

R. Johnson and A. Johnson provided an update on the public hearing on the elimination of service of Route 218, held at the Best Western Midway Hotel on October 4, 2010.

Four people testified during the hearing. All four had concerns about the elimination of the bus route as they or their employees would not be able to get to work.

MOTION: Kolb moved, second by Chiaverotti, to approve Resolution 165-R-004.

Bussler discussed this resolution authorizing the elimination of Transit Route 218, which

provides service to the New Berlin Industrial Park from Brookfield Square. The route would be discontinued effective November 12, 2010, and is not included in the proposed 2011 County Executive's budget. The route has not met the established minimum standard of ten passengers per revenue hour. The 2010 estimate is seven passengers; ridership has continued to decline over the past two years. Route 218 is the lowest performing route in the system.

Schellinger questioned that if not for the recession would ridership requirements be met?

R. Johnson stated that in 2008 there were about ten passengers per revenue hour, but gas prices were higher then. Kolb supported this decision to discontinue a bus route that is not meeting standards – it is not fair to the taxpayers to continue the route. Bussler noted that area businesses and the City of New Berlin were contacted to financially contribute to this route with no success.

A. Johnson pointed out the affected FedEx employees are seasonal temporary workers from Hatch Staffing.

Chiaverotti asked about the status of the vanpool program. Bussler provided a brief update on the program. Informational flyers about the vanpool will be distributed - it may be an option for some employees who are year round workers, but not for seasonal workers. The "Buy America" clause for purchase of the vans has been problematic, but a waiver has now been obtained and the process will move forward. Johnson Controls and Midland Plastics have shown some interest in participation in the vanpool program.

Gundrum asked about the overall average ridership for transit services routes. A. Johnson referred to the statistics on page 348 of the budget book, noting the average rides per revenue hour is 15.74.

Motion carried 6-0.

Prior to beginning the agendaized budget presentations, Swan advised the committee members to hold their questions until the presenter is finished.

Discuss and Consider the 2011 Operating Budget for Public Works – Transit Services

Bussler, A. Johnson, R. Johnson and Crosswaite were present to discuss the Public Works – Transit Services 2011 proposed budget. Bussler explained that transit services are administered by Waukesha Metro Transit, subcontracting with Wisconsin Coach Lines and Milwaukee County to provide additional routes. The tax levy support for transit services is increasing \$15,000, but the transit budget is otherwise mainly status quo. A. Johnson commented that it was a very challenging budget cycle given the financial constraints. While one route is being discontinued (Route 218), the bulk of the routes remain intact. It is anticipated that the rides per hour will continue to increase moderately, coinciding with rising gas prices.

Meyer questioned the accuracy of the appropriated fund balance amount listed (2010 estimate - \$324,000) on page 346. Crosswaite stated she would look into it.

Bussler thanked Waukesha County's partners for their help in providing the best possible transit services for the taxpayers.

MOTION: Kolb moved, second by Chiaverotti, to tentatively approve the 2011 operating budget for Public Works – Transit Services.

Motion carried 6-0

Discuss and Consider the 2011 Operating Budget for Public Works

Bussler thanked her managers and staff for their exceptional work on managing the budget throughout the year, and credited Crosswaite and Masterson for all of their time and effort put forth working on the proposed 2011 budget. The budget is extremely lean, with a decrease in both revenues and expenditures and a reduction of eight staff positions. There is a large decrease in the routine maintenance agreement (RMA) with the state for the maintenance of state roads, as well as a general transportation aids (GTA) reduction.

Schellinger asked whether the staff reductions would be a detriment to the department in terms of services provided. Bussler assured that the high levels of service would remain the same, with the exception of maintenance on state roads. A few of the positions are reduced as a result of the state's decision to perform less maintenance, but the maintenance of County roads will continue as usual. Some housekeeping positions have been eliminated; however the work will be contracted out at a cost savings for the County. Fleet has experienced a reduction in business from other departments and the outside, making a .5 FTE position reduction possible. There is a .5 FTE clerical position reduced, unfunded in 2010, which the department has been managing without for some time already.

Bussler provided a general introduction and overview of the pre-budget planning process. The estimated cost-to-continue was over \$400,000 from the 2010 adopted budget. With an additional \$350,000 reduction in revenues from RMA and GTA, the result was a preliminary budget shortfall of about \$750,000. Tax levy is increasing about \$68,000 in 2011. Energy costs are decreasing by about \$155,000 as a result of recent investments in energy conservation. The discontinuation of Route 218 and minor adjustments on Route 10 result in a \$90,000 savings. Some contract services have also been reduced.

Bussler continued with an overview of the Financial Summary on page 318 of the budget book, noting that under Total All Funds, revenues are reduced about 1.2% and expenditures are also slightly down. Highlights of each of the twenty departmental strategic outcomes and objectives for 2011 were reviewed. Evans provided detailed information on roundabouts during discussion of Objective 3. He suggested the Insurance Institute for Highway Safety for an independent view of roundabout facts and statistics.

In the General Fund, notable changes include a reduction of 4 FTE positions in Facilities and a 0.5 FTE position reduction in administrative services, along with an infusion of some fund balance to make the budget target. Bussler and staff continued with a review of the programs in the General Fund: Architectural Services/Property Management, Building Improvement Plan, Energy Consumption, Contracted Services Management, Facilities Maintenance & Services, Housekeeping Services, Engineering Services, Traffic Control, Permit Processing and Administrative Services.

In the Transportation Fund, the GTA is decreasing by over \$78,000 in the County Operations Program. Salt expenditures are decreasing by almost \$15,000 in 2011. The State Highway Operations Program reflects a reduction of \$281,000 for the 2011 RMA. Bussler and staff continued with a review of the programs in the Central Fleet Fund: Repair and Maintenance and Central Fueling. It was noted that the fuel markup will increase one cent per gallon, the first increase since 2005, totaling an additional \$4,000 in revenues. This increase is being used to partially offset the expenses associated with COMM10, the State administrative rule to regulate

fuel tanks and pumps. The Vehicle Replacement Fund and Vehicle Replacement Plan Program were reviewed as outlined.

Markano was present to discuss the Airport Operations Fund, which is a division of the Department of Public Works budget beginning in 2011. There are no significant changes from the 2010 budget. He noted the continuing efforts in implementing an Airport marketing plan (Objective 5). The Building, Ground & Ramp Operations, Control Tower & Fueling Operations and Administrative Services Programs were reviewed as outlined.

MOTION: Kolb moved, second by Meyer, to tentatively approve the 2011 Operating Budget for the Department of Public Works.
Motion carried 6-0.

Swan thanked Bussler and staff for their presentation.

Future Agenda Item

- Presentation on COMM10 (Swan)

Update on the West Waukesha Bypass

Evans and Webb provided an update on the some of the potential routes which have been eliminated for consideration.

- All routes connecting to I-94 at the CTH SS interchange
- Route using Grandview and Moreland Boulevards
- Route through the Kame Terrace Subdivision
- All alternatives using Townline Road and the west side of Merrill Hills Country Club

The public will be kept informed through a press release (out this morning) and an upcoming newsletter. Evans stated he would report back to the Committee with another update after the public information meeting to be held in December.

Gundrum left at 11:02 a.m.

Schellinger left at 11:05 a.m.

Swan thanked Evans and Webb for the update.

MOTION: Kolb moved, second by Chiaverotti, to adjourn at 11:09 a.m.
Motion carried 4-0.

Respectfully submitted,

Pauline T. Jaske
Secretary